

**PROPOSED  
TRAINEE RECOGNITION STATUS  
AND INFORMATION**

**Addition Counselor Trainee (ACT)**

Applicants for Trainee Recognition Status must have a minimum of a high school diploma or GED; must be employed by or volunteer for an agency to participate in activities related specific to the alcohol and drug counselor domains, to include the 12 core functions; and, must be supervised throughout the entire recognition period by a CAC or LAC Clinical Supervisor, as defined by the Board.

Trainee recognition shall be renewed annually during the trainee's birth month. Recognition status may be granted for up to five (5) years. Trainees must complete nine (9) semester hours of the following course work within two (2) years of obtaining trainee recognition status:

- Introduction to the Study of Alcohol Use and Abuse (3 Semester Hours)

**OR**

Introduction to the Study of Drug Use and Abuse  
(3 Semester Hours)

- Alcohol & Drug Group Counseling  
(3 Semester Hours)
- Ethics for the Alcohol and Drug Professional (3 Semester Hours)

Trainees who fail to complete the above course work within their 2-year deadline lose recognition status and must complete the course work before being allowed to reapply for trainee recognition status.

Trainees must complete all academic and experience requirements by the end of their 5-year recognition period and at the time of application for certification or licensure.

Supervision must be face-to-face or in groups and must include a minimum eight (8) contact hours each month with a minimum of one (1) hour of supervision for every ten (10) hours of client contact. The supervisor shall determine and direct any need for supervision beyond the eight hours per month requirement.

Proposed Fee Increases / Additions:  
Trainee Renewal Fee—From \$100 to \$150  
Certification Renewal Fee—From \$150 to \$200  
Licensure Renewal Fee—\$200  
Trainee Reinstatement Fee—\$100  
Counselor Reinstatement Fee—\$150

**PROPOSED  
CERTIFICATION STANDARDS  
AND INFORMATION**

**Certified Addiction Counselor (CAC)**

Applicants for Certified Addiction Counselor (CAC) must have a minimum of a high school diploma or GED.

A minimum of three (3) semester hours and a grade of "C" or higher is required in each of the following specialized education courses (undergraduate or graduate level):

- Introduction to the Study of Alcohol Use and Abuse
- Introduction to the Study of Drug Use and Abuse
- Alcohol and Drug Group Counseling
- Ethics for the Alcohol and Drug Professional
- Foundations of Individual Counseling
- Alcohol and Drug Treatment Continuum
- Counseling Families with Alcohol or Other Drug Issues
- Diverse Populations
- Alcohol and Drug Specific Elective

Qualifying Work Experience Requirement:

The qualifying work experience requirement must include supervised work experience specific to the alcohol and drug counselor domains. The total number of required work experience hours depends upon the educational level of the applicant, as follows:

*With high School Diploma (or GED):* 8,000 hours  
*With Associate's Degree:* 6,000 hours  
*With Bachelor's Degree:* 4,000 hours  
*With Master's degree or above:* 2,000 hours

(The degree must be in a behavioral science field and from an accredited post secondary institution.)

Applicants must provide detailed documentation for a minimum of 300 hours of supervised practical training experience in the 12 core functions with a minimum of ten hours in each core function.

Certification is granted upon completion of the application process and successfully passing the written examination. Certification shall be renewed annually during the practitioner's birth month after issuance of the certificate. Certification expires on the last day of the month of the practitioner's birth month.

Once certified the practitioner must complete at least 40 contact hours of approved continuing professional training every two years. These hours must be submitted to the CBADP during the practitioner's birth month every two years, in even numbered years.

**PROPOSED  
LICENSURE STANDARDS  
AND INFORMATION**

**Licensed Addiction Counselor (LAC)**

Applicants for Licensed Addiction Counselor (LAC) must have a minimum of a Master's Degree in a behavioral science field from an accredited post secondary institution.

A minimum of three (3) semester hours and a grade of "C" or higher is required in each of the following specialized education courses (graduate level):

- Addiction Counseling Theories and Techniques
- Psychopharmacology/Psychopathology
- Legal, Ethical and Professional Standards
- Research Methods in Addiction
- Case Management & Assessment of Co-Occurring Disorders
- Treatment Planning
- Cultural Competency
- Relapse Prevention
- Wellness, Recovery & Maintenance

Qualifying Work Experience Requirement:

The qualifying work experience requirement must include 2,000 hours of supervised work experience specific to the alcohol and drug counselor domains. The applicant must provide detailed documentation for a minimum of 300 hours of supervised practical training experience in the 12 core functions with a minimum of ten hours in each core function.

Licensure is granted upon completion of the application process and successfully passing the written examination. Licensure shall be renewed annually during the practitioner's birth month after issuance of the certificate. The license expires on the last day of the month of the practitioner's birth month.

Once licensed the practitioner must complete at least 40 contact hours of approved continuing professional training every two years. These hours must be submitted to the CBADP during the practitioner's birth month every two years, in even numbered years.

Independent Practice Requirements:

- Person must be licensed as a LAC
- Person must have 2 years of experience under appropriate supervision in the addiction counseling field

Does not apply to people engaged in independent practice prior to July 1, 2013

## PROPOSED CLINICAL SUPERVISOR REQUIREMENTS

To qualify as a clinical supervisor the practitioner must:

- hold an active CAC, LAC or CPS credential with the BAPP.
- have the following degree and minimum number of hours of specific work experience in the alcohol and drug counselor domains if a CAC or LAC, or the following degree and minimum number of hours of specific work experience in the prevention specialist domains if a CPS:

High School Diploma (or GED): 12,000 hours  
Associate's Degree: 10,000 hours  
Bachelor's Degree: 8,000 hours  
Master's or Doctorate Degree: 6,000 hours

(The degree must be in a behavioral science field and from an accredited post secondary institution.) (The work experience hours must be hours accrued after initial certification or licensure.)

- Comply with all Board adopted Code of Ethics and supervision requirements and duties as set forth in Article 46:33:06.

## PROPOSED LAC GRANDFATHERING REQUIREMENTS

(One Time Only)

An applicant for LAC is exempt from the LAC requirements if the applicant is certified as CCDC II or CCDC III before July 1, 2013 and has successfully completed one of the following options before July 1, 2013.

Option 1

- A minimum of a Master's Degree in a behavioral science field.

Option 2

- A minimum of a Bachelor's Degree in a behavioral science field and ten (10) years of clinical addiction counseling experience.

Option 3

- A minimum of a high school diploma or GED and twenty (20) years of clinical addiction counseling experience.

An applicant must submit an application approved by the board and official transcripts prior to December 31, 2013. The application will be denied if applicant has been convicted of, pled guilty or no contest to, and/or received a suspended imposition of sentence for a felony offense within 5 years of the date of application. The sentencing requirements must be completed or satisfied prior to the date of application.

## WORKGROUP NOTES

Per the recommendation of the Division of Community Behavioral Health (DSS), the Certification Board for Alcohol and Drug Professionals (CBADP) formed a Workgroup for the proposed Licensure / Certification standards.

- The following Workgroup information is available on the CBADP website:

Town Hall Meeting - Survey Results  
Academic Degree Statistics  
History of Fee Changes  
Workgroup Minutes

- The CBADP is proposing to submit Statute changes during the next legislative session in January 2013.
- Administrative Rule changes will be proposed following approval of Statute changes.

## WORKGROUP MEMBERS

Doug Austin, Robert Bogue, Robert Carr, Terry Dosch, Shawna Fullerton, Amy Hartman, Robert 'Mal' Hinckley, Amy Iversen-Pollreisz, Paula Koller, Michelle Majeres, Tina Nelson, Diane Sevensing, Kathy White, and Karin Wood.

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## CERTIFICATION BOARD FOR ALCOHOL & DRUG PROFESSIONALS (CBADP)



## PROPOSED CHANGES

The South Dakota Certification Board for Alcohol and Drug Professionals (CBADP) is proposing changes and additions to State Statutes, Administrative Rules and Policies, to include:

- Name change to Board of Addiction and Prevention Professionals (BAPP)
- New credential names and acronyms:
  - Addiction Counselor Trainee (ACT)
  - Certified Addiction Counselor (CAC)
  - Licensed Addiction Counselor (LAC)
- Elimination of CCDC Levels I, II, and III
- Elimination of Academic & Experience Track
- Elimination of student intern status
- Elimination of inactive status for trainees
- Addition of Licensed Addiction Counselor (LAC) with a grandfathering clause
- Changes in clinical supervision requirements
- Increases in renewal fees
- Addition of reinstatement fees
- Independent Practice requirements

The proposed changes and additions are outlined in this brochure.